

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
June 28, 2023

Those Present:

Fire Chief Scott Lindgren
Chairman Larry Schussel
Vice Chair Greg Felton
Trustee Stacy Noyes
Trustee Ben Johnson

Legal Counsel Jason Guinasso
Trustee Janet Murphy
Alan Reed (virtual)
Stephen Romero

1. Call to Order.

Meeting was called to order at 2:31 pm

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Chairman Schussel.

3. Roll Call.

Chairman Schussel, Vice Chair Felton, Trustee Johnson and Trustee Noyes were present.
A quorum was met.

4. Approval of the Agenda.

Trustee Felton made a motion to approve the agenda as presented, excluding Agenda Item #9 Special Recognition, due to there not being any “Years of Service” anniversaries this month.
Second: Trustee Noyes
Motion approved 4-0.

5. Public Comment: None.

6. Trustee Comments:

Trustee Johnson reported on the snow removal for KGID fire hydrants. He is still trying to arrange a meeting with general manager.

Vice Chair Felton noted that the Board meetings have been starting with less than a full group of trustees.

7. Approval of the Consent Calendar.

- a. Board Meeting Minutes 05/17/2023
- b. Monthly Expenditures
- c. Financials – 10/31/2022, 11/30/2022, 12/31/2022
- d. Job Descriptions – Division Chief Wildland Fire & Fuels
- e. Job Descriptions – Battalion Chief/Crew Supervisor Wildland Fire & Fuels

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Trustee Noyes made a motion to approve the Consent Calendar as presented.
Second: Trustee Johnson. Motion approved 4-0

8. Consent items moved forward: None.

9. Special Recognition

Fire Chief Scott Lindgren

None.

10. Discussion and possible approval of a renewal proposal for commercial and workers compensation insurance from Nevada Public Agency Insurance Pool (POOL) and approval for payment in the amount of \$91,629.06 from FY 2023-2024 funds.

Alan Reed, C.I.C., Warren Reed Insurance

Stephen Romero in place of Wayne Carlson, NV Public Agency Insurance Pool

Summary:

The POOL membership continues to receive increased levels of coverage as well as a growing array of related services.

Note: Trustee Murphy arrived at 2:41PM

Carrier Review – One of the main goals is increasing investment earnings while providing the members added value to property and liability coverage through cost effective reinsurance.

State of the Insurance Industry – The marketplace still has its challenges, where rates continue to climb in most lines, but the market is slowly reflecting a degree of stability.

Cyber Insurance – Breach costs remain the highest in the United States, where the average cost of a breach in 2021 was \$9.05 million. Claims for cyber incidents have doubled annually over the past three years.

Grant Program – POOL/PACT continues to promote their grant program with the express purpose of providing financial assistance to those members wishing to improve risk management and ultimately reduce their exposure to loss.

Executive Committee - The organization is member owned and driven, and Chief Lindgren has developed a strong working knowledge of the resources as an active member of the Executive Committee.

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It is financially positive to utilize the POOL/PACT services. Chief Lindgren advised that the District benefits greatly from the trainings provided through POOL/PACT.

Trustee Johnson asked Alan Reed with the purchase of the new Brush Engine, will our premium change? Reed replied that after July 1st, the carrier and underwriters don't want to endorse the new policies so they cover any new assets. So if the District acquires something after July 1st, it is covered for free until the following fiscal year. However, if the District sells something, there will not be a credit either. Chief Lindgren commented that the District has just taken delivery of the new Type 5 Brush Engine. It is in the process of being outfitted and registered with the State of Nevada. The District has a goal to put the Brush Engine in the upcoming Fourth of July parade.

Trustee Johnson asked for clarification on the property schedule, with regards to replacement cost of the structure, the process and how much should the District worry if that were to happen? Romero replied that every year, *Asset Works* appraises all of TDF's buildings as over \$200,000, although there are some things inside of the structure that are not replaceable with insurance. Trustee Murphy inquired if depreciation is calculated in that amount. Romero replied that it is not.

Vice Chair Felton expressed concerns about all of TDF's vehicles and what the District can do to prevent another surprise catastrophe, for example Marine 24 sinking.

Chief Lindgren commented that the District should have had a more clear understanding regarding Marine 24. The boat was a very unique piece of equipment, and the insurance wasn't able to find a close enough vehicle to comp it back. The Tahoe-Douglas Rotary has purchased the boat and repairs are lot cheaper than when it was initially estimated. The District has learned a lot and is better prepared. Additionally, the public safety pier will be a huge asset.

Note: Trustee Murphy left the meeting at 3:11 PM.

Vice Chair Felton mentioned how there are some inconsistencies when it comes to the ambulance prices. Reed replied that we have to review the schedule and check for accuracies in the numbers.

Vice Chair Felton asked how the District places the reinsurance? Romero replied the way to approach it is to make sure to benefit the POOL as best as possible. We received a rate increase for the reinsurance, the standard market, however, is seeing an increase in the rates on other accounts.

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Trustee Johnson asked if there is anything we should watch for in the future that will help us save money? Romero advised to look ahead at equipment and vehicle schedules, along with making sure the District doesn't own vehicles that are not being utilized.

Trustee Johnson asked if we have any control over the deductible. Romero responded, "Yes."

Vice Chair Felton made a motion to approve the renewal as submitted. Second: Trustee Noyes.
Motion approved: 4-0

Vice Chair Felton noted that Trustee Murphy joined the meeting at 2:41PM after starting Agenda Item #10 and departed at 3:11PM before discussion finished for Agenda Item #10.

Trustee Johnson advised she told him she had an emergency.

11. Discussion and Approval of Resolution #001-2023, proposing Fees for Service for EMS rate changes to become effective on July 1, 2023. Second reading.

Chief Brandon Brady

Battalion Chief Brady acknowledged Vice Chair Felton's question, from the 1st reading, about why only a 3% increase, stating that 3% was pretty consistent over the years. The District's intent is to change our base rate for ambulance billing to tie into that Medicare rate, so that it will automatically adjust each calendar year based on what Medicare puts out. Medicare is one of our biggest income sources, at 34%.

Chief Lindgren responded that we are a not-for-profit ambulance business, with a high level of service for our community members. If the District gets in a contract with Barton Hospital, we need to make sure that we have extra resources. The District will add more ambulances to avoid any service impact to our community.

Trustee Johnson moved to accept the Fees for Service.

Second: Vice Chair Felton

Approved 4-0.

A two minute break was requested from Legal Counsel Jason Guinasso at 3:38PM.

Chairman Schussel reopened at 3:41 – returning to Item #11 to redo the motion.

Trustee Johnson restated the motion to approve Resolution #001-23, proposing Fees for Service for EMS rate changes to become effective July 1, 2023.

Second: Vice Chair Felton.

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Approved 4-0

12. Discussion and possible approval of Resolution #005-2023 Budget Augmentation – General Fund in the amount of \$843,324, increasing the budget from \$14,464,880 to \$15,304,880 for additional unanticipated resources.

Fire Chief Scott Lindgren

In the Resolution, there will be a change to the word “is”: it should be *its*.

Vice Chair Felton requested clarification on the augmentations. Finance Manager Nolting clarified that the augmentations are necessary so that the District’s beginning fund balance is augmented. It is a requirement for the audit. Trustee Noyes asked if it is normal to make augmentations every year. Nolting responded that when the District gets audited at the end of this fiscal year, the beginning fund balance will get augmented in order to show accuracy. Legal Counsel Guinasso advised that it is required by state that when agencies have this sort of difference in their budgets, the formal action confirms the augmentations.

Vice Chair Felton made a motion to approve the resolution #005-2023 with the editorial correction from the word *is* to *its*.

Second: Trustee Noyes.

Motion approved: 4-0

13. Discussion and possible approval of Resolution #006-2023 Budget Augmentation – Capital Projects Fund in the amount of \$54,807 increasing the budget from \$1,100,000 to \$1,154,807 for additional unanticipated resources.

Fire Chief Scott Lindgren

In the Resolution, there will be a change to the word “is”: it should be *its*.

Trustee Johnson made a motion to approve Resolution #006-2023 with the editorial correction from the word *is* to *its*.

Second: Vice Chair Felton.

Motion approved: 4-0

14. Discussion and possible approval of Resolution #007-2023 Budget Augmentation – Special Services Fund in the amount of \$32,245, increasing the budget from \$309,250 to \$341,495 for additional unanticipated resources.

Fire Chief Scott Lindgren

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In the Resolution, there will be a change to the word “is”: it should be *its*.

Trustee Noyes made a motion to approve Resolution #007-2023, with the editorial correction from the word is to *its*.

Second: Vice Chair Felton.

Motion approved: 4-0

15. Discussion and possible approval of Resolution #008-2023 Budget Augmentation – Health Insurance Fund in the amount of \$711,761, increasing the budget from \$2,449,906 to \$3,149,906 for additional unanticipated resources.

Fire Chief Scott Lindgren

In the Resolution, there will be a change to the word “is”: it should be *its*.

Vice Chair Felton made a motion to approve Resolution #008-2023, with the editorial correction from the word is to *its*.

Second: Trustee Noyes.

Motion approved: 4-0

16. Discussion and possible approval of Resolution #009-2023 Budget Augmentation – Fire Flow Fund in the amount of \$2,751 increasing the budget from \$783,000 to \$785,751 for additional unanticipated resources.

Fire Chief Scott Lindgren

In the Resolution, there will be a change to the word “is”: it should be *its*.

Trustee Johnson made a motion to approve resolution #009-2023, with the editorial correction from is to *its*.

Second: Vice Chair Felton.

Motion approved: 4-0

17. Discussion and possible approval of Resolution #010-2023 Budget Augmentation – Aviation Fund in the amount of \$52,746 increasing the budget from \$1,028,600 to \$1,081,346 for additional unanticipated resources.

Fire Chief Scott Lindgren

Vice Chair Felton asked a question regarding the actual amount in the bank account: Is the current balance in excess of that number? Nolting advised, “These figures are the budgeted numbers and are not going to match our current bank account numbers.” Chief Lindgren responded, “Regarding the actual fund balance, on the 3rd page of the resolution it reflects the

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fund balance at the end of the audit and currently the bank account balance is higher than that number.”

Trustee Noyes made a motion to approve Resolution #010-2023.

Second: Trustee Johnson.

Motion approved: 4-0.

18. Discussion and possible approval of Resolution #011-2023 Budget Augmentation – Fire Safe Community Fund in the amount of \$1,200,000 increasing the budget from \$8,687,518 to \$9,887,518 for additional unanticipated resources.

Fire Chief Scott Lindgren

In the Resolution, there will be a change to the word “is”: it should be *its*.

Trustee Noyes recognized that a section of the numbers on the Resolution did not match the numbers on the Agenda.

Legal Counsel Guinasso advised that the District would be in violation of State Law due to not notifying the public in time of the right numbers.

Chairman Schussel requested to take a break in order to resolve the situation at 4:06PM.

Note: Trustee Murphy returned to the meeting at 4:17 PM.

The meeting was reopened at 4:21PM, Guinasso advised, after review with Nolting, that there is no mistake in the numbers. The Agenda matches the numbers on the bottom portion of the Resolutions. For clarification, the top numbers on each Resolution are the District’s available resources.

Vice Chair Felton noted that at 4:17PM, five Trustees were present again.

Vice Chair Felton made a motion to approve the resolution #011-2023, with the editorial correction from *is* to *its*.

Second: Trustee Johnson.

Motion approved: 5-0

19. District Divisions

Assistant Chief Bryce Cranch

Division Chief/FMO Keegan Schafer

Fire Inspector Kris Rowlett

Administration Division Officer Kate Warner

Division Reports were waived due to time.

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Vice Chair Felton commented that Chief Cranch had a few acronyms on his report that he would like added to the acronym list. Chief Lindgren advised that the start date for the regional fire academy will be somewhere in late September or early October. The District is going to have two or three candidates participating in the academy.

Vice Chair Felton congratulated Firefighter/Paramedic McCarthy for getting married and Zephyr Crew for completing and placing in the 178 mile run in the Reno-Tahoe Odyssey.

Chief Lindgren added that E23 passed the ALS inspection from State EMS.

Trustee Johnson recommended a “Chief’s Corner” article as a creative way to inform the community of this accomplishment.

20. Review of Monthly Fire District Activities.

No action will be taken.

Fire Chief Scott Lindgren

Chief Lindgren updated the Board that the new fire boat is in the water at the Great Lakes. Chief Lindgren discussed an incident where a sailboat capsized. There were no injuries and the Coast Guard was on scene.

Trustee Murphy apologized for taking time away. Trustee Murphy thanked the Chief for a District tour. She appreciated the Fire Chief’s insight on the District and how important it is that Wildland Fire & Fuels is doing the fuels reduction work in the District. She recommended more public education regarding why the fuels reduction work is happening in the District.

Trustee Schussel also thanked Chief Lindgren for the District tours.

Discussion: Chief Lindgren proposed to cancel the Board meeting for July due to many people being unable to attend.

Confirm next meeting, with a proposed date of Wednesday, August 16th, 2023 with a start time of 2:30 pm and possible agenda items.

Meeting Adjourned: 4:42 PM

Submitted by:
Amanda Keeton
Fire Board Clerk